



REGULATION

Montgomery County Fire and Rescue Commission

No.: 28-89

Date: 7/13/89

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TITLE VOLUNTEER RECRUITMENT
CASH AWARD PROGRAM

Action:
APPROVED

FRC APPROVAL: Apr. 13, 1989

MCFB REVIEW: Jan. 30, 1989

CAO APPROVAL: N/A

Montgomery County Fire and Rescue Commission Regulation on:

VOLUNTEER RECRUITMENT CASH AWARD PROGRAM

Issued by: Montgomery County Fire and Rescue Commission
Regulation No. 28-89

Authority: Code Section 21-4B(e)

Supersedes: No prior Regulation

Council Review: Method (2) under Code Section 2A-15
Register Vol. 6, No.6

Effective Date: November 30, 1989

SUMMARY:

The proposed Volunteer Recruitment Cash Award Program establishes an incentive program for volunteer firefighters to recruit new volunteers. This program is intended to support the intent of Section 21-4A(b)(2) of the Montgomery County Code. The Volunteer Recruitment Cash Award Program applies to all volunteer members of the independent fire and rescue corporations and volunteer members of the Department of Fire and Rescue Services.

DEADLINES:

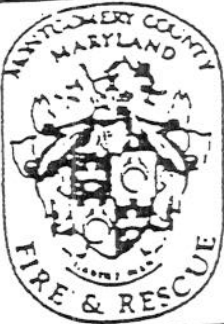
Montgomery County Register Comment: June 30, 1989
Montgomery County Fire Board Comment: June 30, 1989

ADDRESS:

All comments pertaining to the proposed Regulation must be sent to Kevin P. Maloney, Chairman, Montgomery County Fire and Rescue Commission, 12th Floor, 101 Monroe Street, Rockville, MD 20850

STAFF:

For further information, you may contact Steve Davis, Staff Director, Montgomery County Fire and Rescue Commission, on 217-2461.



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BACKGROUND: Various studies, surveys, and analyses have determined that there is currently a need for increased incentives to recruit volunteer members of the fire and rescue services.

Sec. 1. Purpose.

The purpose of the Cash Award Program is to establish an incentive program to encourage volunteer members of the independent fire and rescue corporations and volunteer members of the Department of Fire and Rescue Services to actively participate in the recruitment and retention of new volunteer members.

Sec. 2. Applicability.

This policy applies to all volunteer members of the independent fire and rescue corporations and to volunteer members of the Department.

Sec. 3. Definitions.

- (a) Corporation. A fire or rescue corporation established in the County, authorized to provide fire, rescue, or emergency medical services.
- (b) Department. The Montgomery County Department of Fire and Rescue Services
- (c) Firefighter I Certification. Certification by the Fire and Rescue Commission that an individual meets the minimum training requirements for Firefighter I.
- (d) EMT-A Certification. Certification by the State of Maryland that an individual meets the requirements for and possesses current certification as an Emergency Medical Technician - Ambulance.
- (e) Recruiter Award. A cash award presented with an accompanying certificate in accordance with this regulation.



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- (f) Recruiter of the Year Award. A single \$1,000 cash award presented with an accompanying plaque.
- (g) Program Coordinator. The individual designated by the Fire and Rescue Commission as responsible for maintaining recruitment statistics throughout the year and subsequent certification of eligibility to receive the awards.

Sec. 4. Policy

- (a) It is the policy of the Montgomery County Fire and Rescue Commission to establish and administer a Recruitment Cash Awards Program for volunteer fire and rescue personnel.
- (b) The Montgomery County Fire and Rescue Commission serves as the administrative and certification authority.
- (c) The Program Coordinator reports to the Volunteer Committee and the Fire and Rescue Commission the progress of the Program on a monthly basis.
- (d) Each recruiter award will be at least \$100 but no more than \$300. The Fire and Rescue Commission must establish the amount of the recruiter award each calendar year and request funding for the Program each fiscal year.
- (e) The Recruiter Awards will be presented at the monthly meetings of the Montgomery County Fire and Rescue Commission.
- (f) The award for the Recruiter of the Year will be presented by the Chair of the Montgomery County Fire and Rescue Commission at a special ceremony.
- (g) A volunteer recruiter may receive an unlimited number of recruiter awards. The Recruiter of the Year will be the volunteer member receiving the most recruiter awards. No monthly award will be made if the eligibility requirement is not met.
- (h) If there is a tie for the Recruiter of the Year, the annual award will be divided among those eligible, but will be no less than \$500.



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(i) Eligibility for the award applies only to an individual volunteer who successfully recruits a new volunteer. Recruitment includes participation as a member of a group seeking new volunteer members. Individuals serving as part of a recruiting team at a public activity are also eligible for participation in the program. Referrals from the Volunteer Coordinator to a corporation or the Department are not eligible for inclusion in the award program.

(j) The individual recruiting a volunteer applicant is eligible for participation in the program only when that individual has actively sought out and encouraged the candidate to apply. The attachment of a recruiter's name to an application without the recruiter's participation in the decision of the applicant to join does not qualify the recruiter for participation in an award.

Sec. 5. Procedure.

- (a) When a volunteer applicant who has been recruited by a volunteer member, has been successfully accepted by the corporation or the Department, the chief or president of the corporation, or the Director of the Department must forward to the Commission, on the specified form, the date of acceptance, the name of the person joining the corporation, and the name of the recruiter.
- (b) The new member must obtain certification as a Firefighter I or EMT-A and have served as a volunteer for 12 months for the recruiting member to become eligible to receive a Recruiter Award.
- (c) The Program Coordinator will compile a list of those volunteer members eligible for the Recruiter Award and forward the information to the Fire and Rescue Commission on a monthly basis. The Fire and Rescue Commission will notify the recipients of their award and request their attendance at the next Commission meeting.



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- (d) The accreditation period for the Recruiter of the Year Award begins on January 1st of each year and ends on December 31st of the same year. The Program Coordinator will tabulate the results for the preceding year and forward the results to the Fire and Rescue Commission for review and approval.
- (e) To receive any of the awards in this program, a person must be a bona fide member in good standing at any of the corporations or the Department at the time of award presentation.
- (f) Requests for checks for the award recipients will be forwarded to the Department of Finance Accounts Payable. A copy of the form from 5(a) above with certification of 5(b) bearing the approval and authorization of the Fire and Rescue Commission should accompany the request for payment.
- (g) The Program Coordinator will maintain all records from this Program for possible audit.

Sec. 6. Severability.

If a court of final appeal holds that any part of this Regulation is invalid, that ruling does not affect the validity of other parts of the Regulation.

Sec. 7. Effective Date.

This Regulation is effective 30 days after Council adoption or 90 days after Council receipt if the Council takes no action within 60 days of its receipt.

Attest:

Kevin P. Maloney
Kevin P. Maloney, Chairman
Fire and Rescue Commission

10/17/89
Date

Approved as to form and legality

Montgomery County, Md. County Attorney's Office

By: [Signature]
10/17/89